

# CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, August 23, 2016

8:30 a.m.

County Board Room – 3<sup>rd</sup> Floor – Courthouse

## MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Kevin Campbell, Frank Gross, Wayne Ingersoll, Jenny Mongeau, and Grant Weyland. Brian C. Berg, County Administrator; Jenny Samarzja, Chief Assistant County Attorney; and Colleen Eck, Sr. Administrative Assistant, were also present.

### APPROVAL OF AGENDA

On motion by Campbell, seconded by Weyland, and unanimously carried, the agenda was approved with two agenda additions.

### AGREEMENT WITH GREAT RIDE

By consent agenda, the Board approved an agreement with Great Ride to provide assistance with Blue Cross Active Street Places (Streets Alive).

### AGREEMENT WITH SRF CONSULTING GROUP, INC

By consent agenda, the Board approved an agreement with SRF Consulting Group, Inc. to prepare Streetscape concept design to improve walking in Parkers Prairie.

### AGREEMENT WITH CONCORDIA COLLEGE

By consent agenda, the Board approved an agreement with Concordia College to provide supervised practicum experience for dietetic students.

### AGREEMENT WITH RINGDAHL EMS

By consent agenda, the Board approved an agreement with Ringdahl EMS to provide strategy support funding for training on hypertension management program.

### AGREEMENTS WITH PERHAM HEALTH CLINICS

By consent agenda, the Board approved agreements with Perham Health Clinics to provide funding for improving the process to identify people with highest hypertension and prediabetes disparities.

### AGREEMENT WITH HEALTH PARTNERS

By consent agenda, the Board approved an agreement with Health Partners to provide insurance reimbursement for services performed by Clay County Public Health and Social Service staff.

### CITIZENS TO BE HEARD

There were no citizens who wished to address the Board.

### APPROVAL OF MINUTES FROM AUGUST 2 AND 9, 2016

On motion by Weyland, seconded by Campbell, and unanimously carried, the minutes from August 2 and 9, 2016 were approved.

### APPROVE PAYMENT OF BILLS AND VOUCHERS

On motion by Ingersoll, seconded by Weyland, and unanimously carried, the bills and vouchers were approved for payment.

### APPROVAL TO FILL VACANT SEAT ON PLANNING COMMISSION

Planning Director Tim Magnusson requested approval to fill a vacant seat on the Planning Commission. Applications were received from Greg Anderson and Curt Stubstad. The Planning Commission made a recommendation to appoint Curt Stubstad. Greg Anderson was previously a Planning Commissioner and now serves on the Board of Adjustment.

On motion by Ingersoll, seconded by Mongeau, and carried with one nay vote by Kevin Campbell, the Board approved appointing Curt Stubstad to the Planning Commission.

Commissioner Weyland suggested that the County Board issue a resolution to thank Planning Commissioners after they serve their terms. Commissioner Campbell suggested that the next time there are multiple candidates to fill a vacancy on the Planning Commission, the Board should interview them.

### APPROVE FIRE PROTECTION SPRINKLER CHANGE ORDER - HIGHWAY/LANDFILL SHOP

County Engineer David Overbo and Assistant Engineer Eric Hove were present to review several highway items. A sprinkler system is required by state codes for the new highway/landfill shop, and will be operated with water tanks and pumps. A corner of the mechanical room will be modified to handle the large tanks. The general contractor, Foltz Buildings, has been working with Nova Fire Protection on this item. Overbo requested approval in the amount of \$70,295.00 for sprinklers, and \$47,950.00 for water storage tanks and pumps. Foltz Buildings will oversee this additional work for 5% of the total change order amount.

On motion by Ingersoll, seconded by Weyland, and unanimously carried, the Board approved the Fire Protection Sprinkler Change Order for Highway/Landfill Shop (CP 14-205-01).

### APPROVE PROPOSAL FOR MATERIALS TESTING SERVICES ON DEMOLITION PROJECT

The basement footprint of 22 demolished homes will be backfilled with material until level with ground elevation. The backfill material will require compaction testing to prevent future settling. Braun's proposal to complete this work is \$8,485.00.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board approved the Proposal for Materials Testing Services on Demolition Project (CP 14-200-02):

APPROVE ADDITIONAL WORK FOR DEMOLITION PROJECT

The County's demolition contractor, Excavating, Inc., is being asked to remove a four-stall garage and outdoor recreation area as part of the demolition project. The contractor provided costs in the amount of \$5,000 for the garage and \$8,000 for the rec center. The concrete slab will be kept through the winter for parking.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board approved the additional work for the demolition project (CP 14-200-02).

Campbell commented that staff from Highway Department, Maintenance, and Attorney's office, along with Brian Berg who has spearheaded the project, have done a tremendous job keeping this project moving along.

APPROVE CSAH 12 BRIDGE REPAIR QUOTES

The project is for CSAH 12 Red River Bridge on 60th Ave S. The expansion joint glands on that bridge need to be replaced. Sandblasting and repainting are also needed where rust has started to form. The lowest quote came from PCi Roads, in the amount of \$74,800.00 for joint replacement. The only quote, from Rainbow, Inc., is in at \$42,000.00 for sandblasting and painting. The project is a 50/50 split with the City of Fargo.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board approved the CSAH 12 Bridge Repair Quotes.

COUNTY ROAD 95 CONSTRUCTION UPDATE

Originally the bids for this construction project were lower than expected; however, there is a quantity overrun expected for the gravel bid item. The overrun is due to less salvaged gravel on the north end of the project than expected. Additional gravel will need to be hauled in to make up the difference with a total overrun of \$95,000.

On motion by Campbell, seconded by Weyland, and unanimously carried, the Board approved the County Road 95 construction update (CP 014-095-004).

AGENDA ADDITION- APPROVE WORK ORDER FOR CAMPUS SIDEWALK REPLACEMENT

The original plan was to save the concrete sidewalk on the west side of the Family Service Center and tie it into the new concrete. Upon further review, the old sidewalk could not be

salvaged because of concerns with draining and tripping hazards. The cost of the additional work is \$5,688.90, and the original quote was \$27,646.85. Mud-jacking some areas around the campus has saved \$6,000 from the original quote.

On motion by Weyland, seconded by Ingersoll, and unanimously approved, the Board approved the work order change for the campus sidewalk replacement.

AGENDA ADDITION – CONSIDERATION TO HIRE TWO NURSES AT A HIGHER STEP

Public Health Director Kathy McKay proposed hiring two nurses at higher salary steps. The first position for a Dilworth Glyndon Felton (DGF)-contracted school nurse (PTE). The candidate has a pediatric certification and 17 years of experience. The school pays for nine months and the County covers 12 days during the summer. The candidate for the case manager (FTE) has over 25 years of experience, with 14 of those years in Public Health. The case manager generates revenue through Department of Human Services (DHS) and the Health Plans.

On motion by Ingersoll, seconded by Weyland, and unanimously carried, the Board approved hiring a DGF school nurse at grade 17, line 7, and a case manager at grade 18, line 7 of the current salary grid.

CONTINUED BUDGET DISCUSSION

County Administrator Brian C. Berg and Auditor-Treasurer Lori Johnson presented follow-up budget information following a directive from the Board to make a reduction in spending requests and consideration for using some reserves. The areas reviewed include Technology Services, County Attorney's Office, Victim Witness Advocate, Juvenile Detention, Social Services, Sheriff's Office, cell phone expenses, labor negotiations and office supplies. There were suggestions for reductions and some use of reserves.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Campbell attended meetings for Prairie Lakes Municipal Solid Waste Authority Re: tipping fee increase and tonnage commitment; Corrections Facility Design, Construction and Operations Committee.
- Commissioner Mongeau attended meetings for Planning Commission Re: Baer hog barn expansion, Hough gravel mine, animal units, and a vacancy on the Planning Commission; Lakes and Prairies space needs; Lakes and Prairies Executive Committee; Lakeland Mental Health; Buffalo Red River Watershed Annual Budget Hearing Re: buffer strips and Manson slough.
- Commissioner Weyland attended the Corrections Facility Design, Construction and Operations Committee meeting. He commended the County Administrator and other County staff for their great work on the project.

- Commissioner Ingersoll attended meetings for Children’s Mental Health Local Advisory Council; Lake Agassiz Regional Library Board; Lake Agassiz Executive Committee; Library Executive Funds; and Northern Lights Library.
- Commissioner Gross attended meetings for Planning Commission; Heartland Trail Extension; Historical and Cultural Society; Out of Home Placement Taskforce; and Metropolitan Council of Government Re: discussion on updating the Comprehensive Plan.
- County Administrator Brian C. Berg extended appreciation to the Commissioners for their commitment to the new Correctional Facility and Law Enforcement Center (LEC) project. He attended meetings for Correctional Facility and LEC construction; Behavior Health Unit; City/County Zoning; Planning Commission; Social Services Re: office space; Lakes and Prairies Community Action Partnership; Central Administration Managers; Triepke property; FM Diversion Administrative Advisory; Budget preparation; Corrections Facility Design, Construction, and Operations Committee.

ADJOURN

The meeting adjourned at 10:00 a.m.

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Frank Gross, Chair  
Clay County Board of Commissioners

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Brian C. Berg, County Administrator